

Attachment D

Part I

Proposal and Budget Page - Year Two - 06-07 Renewal Funds

Proposal Information

1. Provide an overview of your funding needs for the grant renewal period.
2. Provide the course curriculum for each course included in your funding request and include the length of time spent on each part of the course. For instance, if you are asking for scholarship funding for a beginning sailing course, you will need to provide the curriculum for your beginning sailing course. If you are requesting funds to purchase a sailboat, and you plan to use that sailboat to teach beginning and intermediate sailing, you will need to provide the curriculum for both the beginning and intermediate sailing courses.
3. Please describe staffing in your program:
 - A. Program Director
 1. Does your program have a permanent program director?
Yes___ No___
 2. Is this person a paid employee? Yes___ No___
 3. This person works: Full time___ Part Time___
 4. Describe this person's weekly schedule.
 - B. Provide the number of staff working in the program.
 1. Full-time staff_____
 2. Part-time staff _____
 3. Volunteers_____
4. Please complete the tables below regarding persons who will be served by this proposal:

Student Age

Student Age	# of Students
Under 12	
12 to 17	
18 to 24	
25 to 40	
41 to 65	
Over 65	
Total Students benefiting from Proposal	

Attachment D
Part I

Population Segment Served

Population Segment	# of Students
General boating public	
School groups (elementary & high school)	
Other youth groups	
College students	
Senior groups	
Disabled groups	
Total Students Benefiting from Proposal	

5. Are any matching or augmenting funds available as part of this proposal?
Yes___ No___. If you answered "Yes," please describe them.

6. Equipment Proposal Section (If applicable)

A. List below in order of priority each unique piece of equipment or grouping of similar equipment that you wish to purchase with grant funds. (Example: fleet of vessels):

If, for instance, you are offering some one-day courses and some 5-day courses with the same equipment, please use a separate line item for each and designate the length and number of each course. Write: (example) Ocean Kayak, Scrambler, *continued*, for the type of equipment.

Priority	Type of Equipment (group by like items)	# of Items	Course(s) Equipment to be Used In	Length of Course (days)	Length of Course (hours)	Annual Number of Course offered	Annual Number of students
1	Ocean Kayak, Scrambler	5	Beginning Kayaking	5	15	20	100

B. Please discuss in detail how this equipment award will enhance your program.

C. Explain how the equipment will be cared for and stored. Do you have an existing maintenance system established for the care of the equipment to be purchased under your proposal? Yes___ No___. If yes, please describe.

Attachment D
Part I

7. Scholarship Proposal Section (If applicable)

A. List below in order of priority each course that you wish scholarship funding for:

If, for instance, you are offering some one-day courses and some 5-day courses for beginning sailing, please use a separate line item for each and designate the length and number of students.

Priority	Description of the Course	Length of Course (days)	Length of Course (hours)	# of Students	Cost Per Student	Total Cost of Course
1	Windsurfing camp	5	40	30	100	\$3000

B. Please discuss in detail how this scholarship award will enhance your program.

8. Instructor Training (If applicable)

Grant requests for instructor training are limited to a maximum \$1,200 per grant period. For each course, please provide the following:

- Description of the training course
- Justification for the need for training
- The cost per student attending the course

9. Please complete the attached Budget Page - Year Two -

Budget Page – Year Two – should be on its own page(s), should be labeled as such, and should contain a list of all planned expenditures. Expenditures described in Questions 6, 7, and 8 should appear on a single budget sheet with expenditures for each type of funding subtotaled separately and a final total provided in summary. Please ensure that your budget page contains all the applicable information contained on the attached sample.

ATTACHMENT D
PART I
Budget Page - Year Two

Equipment

Line Item Number	Item/Description	Cost	Quantity	Extension
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
SUBTOTAL				

Scholarships

Note: Group by name of course, e.g. *Basic Sailing*, if there are two courses of the same name but with different costs per student, separate them by cost of each course

Line Item Number	Course Name/Description	Date(s) Conducted	No. of Students per Course	Cost per Student per Course	Extension
1.					
2.					
3.					
4.					
5.					
6.					
7.					
SUBTOTAL					

Instructor Training

Line Item Number	Name of Course	No. of Students	Cost per Student	Extension
1.				
2.				
3.				
4.				
SUBTOTAL				

Total Grant Amount
\$

Contractor Name: _____

Signature: _____

Date: _____